

# Indiana GIS Metadata Profile

## (for FGDC Minimally Compliant Metadata)

😊 DON'T BE OVERWHELMED BY THIS WORKSHEET: The point is to get you started with documenting your data set.

© THIS WORKSHEET REPRESENTS SOME BARE-BONES INFORMATION needed to produce a sharable/searchable/retrievable metadata catalog entry. If you wish to document more information about your data set(s), please make a note of it – I can almost guarantee there's a place for it in the fully-compliant metadata.

☺ THIS IS ONLY A WORKSHEET: the information you provide here can be transferred to an FGDC computer format at a later date.

© THE INDIANA GEOGRAPHIC INFORMATION COUNCIL RECOMMENDS FULLY COMPLIANT METADATA in accordance to the FGDC Content Standard for Digital Geospatial Metadata. The Indiana GIS Metadata Profile provides guidance for users who cannot otherwise develop fully compliant metadata. For more examples, you can preview the Indiana GIS Initiative Metadata Tool Kit ([www.state.in.us/ingisi](http://www.state.in.us/ingisi)) and for instructions on completing fully compliant metadata. Contact The Polis Center at IUPUI regarding training opportunities 317-274-8400.

8.1 Originator of the data set: <input type="checkbox"/> Unknown or _____	
Free date	
8.2 Publication Date: <input type="checkbox"/> Unknown <input type="checkbox"/> Unpublished or _____	
The name by which the data set is known	
8.4 Title: _____	
8.6 Geodata Presentation Form: <input type="checkbox"/> Atlas <input type="checkbox"/> Audio <input type="checkbox"/> Database <input type="checkbox"/> Diagram <input type="checkbox"/> Document <input type="checkbox"/> Globe <input type="checkbox"/> Graph <input type="checkbox"/> Image <input type="checkbox"/> Map <input type="checkbox"/> Model <input type="checkbox"/> Multimedia presentation <input type="checkbox"/> Profile <input type="checkbox"/> Remote-sensing image <input type="checkbox"/> Section <input type="checkbox"/> Spreadsheet <input type="checkbox"/> Table <input type="checkbox"/> Video <input type="checkbox"/> View <input type="checkbox"/> Other _____	
Use a URL to hyperlink to a data set for Internet download, or link to your organizations web page, if applicable	
8.7 Online linkage: _____	
A brief narrative summary of the data set	
1.2.1 Abstract: _____	
A summary of the intentions with which the data set was developed	
1.2.2 Purpose: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unknown or _____	
1.3 Time period of content: _____	1.4.1 Progress: <input type="checkbox"/> Complete <input type="checkbox"/> In work <input type="checkbox"/> Planned
"Ground condition" is used for primary data sources such as air photos, field collected data and remote sensing; "Publication date" is used for secondary sources of data	
1.3.1 Currency of the data: <input type="checkbox"/> Ground Condition <input type="checkbox"/> Publication Date	
1.4.2 Maintenance and update frequency: <input type="checkbox"/> Continually <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Annually <input type="checkbox"/> Unknown <input type="checkbox"/> As Needed <input type="checkbox"/> Irregular <input type="checkbox"/> None Planned	
1.5 Spatial extent of the data set: Expressed by latitude and longitude values West Bounding Coordinate _____ or <input type="checkbox"/> <u>-88.25</u> -180.0 <= West Bounding Coordinate < 180.0 Indiana East Bounding Coordinate _____ or <input type="checkbox"/> <u>-84.56</u> -180.0 <= East Bounding Coordinate <= 180.0 Indiana North Bounding Coordinate _____ or <input type="checkbox"/> <u>41.92</u> -90.0 <= North Bounding Coordinate <= 90.0 Indiana South Bounding Coordinate _____ or <input type="checkbox"/> <u>37.59</u> -90.0 <= South Bounding Coordinate <= 90.0 Indiana	1.6.1.1 Theme keyword thesaurus: <input type="checkbox"/> None or _____ 1.6.1.2 Theme keywords: _____ _____ _____
Restrictions and legal prerequisites for accessing the data set. These include any access constraints applied to assure the protection of privacy or intellectual property, and any special restrictions or limitations on obtaining the data set.	
1.7 Access Constraints: <input type="checkbox"/> None or _____	

<i>Restrictions and legal prerequisites for using the data set after access is granted. These include any access constraints applied to assure the protection of privacy or intellectual property, and any special restrictions or limitations on obtaining the data set.</i>			
1.8 Use Constraints: <input type="checkbox"/> None or _____			
<i>The denominator of the representative fraction on a map (for example, on a 1:24,000-scale map, the Source Scale Denominator is 24000)</i> 2.5.1.2 Source Scale: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unknown <input type="checkbox"/> 1:_____		<i>The estimate of the accuracy of the horizontal coordinate measurements expressed in (ground) meters</i> 2.3.1.2.1 Horizontal Positional Accuracy Value: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unknown <input type="checkbox"/> _____	
4.1.4.1 Horizontal Datum Name: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unknown <input type="checkbox"/> North American Datum of 1927 (NAD27) <input type="checkbox"/> North American Datum of 1983 (NAD83)		4.2.1.1 Altitude Datum Name: <input type="checkbox"/> Not Applicable <input type="checkbox"/> Unknown <input type="checkbox"/> National Geodetic Vertical Datum of 1929 (NAV29) <input type="checkbox"/> National Geodetic Vertical Datum of 1988 (NAD88)	
<i>For maps, what map projection or grid coordinate system are you using?</i> 4.1.1.1 Map Projection Name: _____			
5.1.1.1 Entity Type: <input type="checkbox"/> Point <input type="checkbox"/> Line <input type="checkbox"/> Polygon <input type="checkbox"/> Raster <input type="checkbox"/> Route <input type="checkbox"/> Grid <input type="checkbox"/> Other _____			
<i>Contact person name AND/OR Organization</i> 6.1 Distributor: _____		<i>Position (if applicable)</i> _____	
<i>Street</i> _____		<i>City</i> _____	
<i>State</i> _____		<i>Zip code</i> _____	
<i>Phone</i> _____		<i>Fax (if applicable)</i> _____	
<i>E-mail (if applicable)</i> _____		_____	
6.3 Distribution Liability: <input type="checkbox"/> None or _____			
<i>In what formats are the data available? The format version is important to the user (eg., ArcInfor v. 7.0.4 export). Note more information can be provided with more complete metadata.</i> 6.4.2.1.1 Digital Form -- Format Name: _____		<i>Are the data available for free or is there an associated cost?</i> 6.4.3 Fees: <input type="checkbox"/> None or _____	
<i>The date that the metadata were created or last updated</i> 7.1 Metadata Date: _____			
<i>Contact person name AND/OR Organization</i> 7.4 Metadata Contact: _____		<i>Position (if applicable)</i> _____	
<i>Street</i> _____		<i>City</i> _____	
<i>State</i> _____		<i>Zip code</i> _____	
<i>Phone</i> _____		<i>Fax (if applicable)</i> _____	
<i>E-mail (if applicable)</i> _____		_____	
7.5 Metadata Standard: <b><u>FGDC Content Standard for Digital Geospatial Metadata</u></b>		7.6 Metadata Standard Version: <b><u>2.0</u></b>	